



**Washington State
Liquor Control Board**

3000 Pacific Ave SE • P O Box 43102 • Olympia WA 98504-3102 • (360) 664-1746

August 26, 2008

Department of Information Services
Tracy Guerin
Deputy Director
Management & Oversight of Strategic Technologies
PO Box 42445
Olympia, WA 98504-2445

Subject: Annual ISB Policy Verification Letter

This letter reaffirms the Washington State Liquor Control Board's commitment to managing technology as a strategic asset and safeguarding IT resources as a member of the state government network. To that end, the agency made significant progress towards maintaining full compliance with ISB policies and standards.

This letter certifies the following:

1. The Information Technology Portfolio was reviewed and updated with actual projects and planned investments for the 2007 - 2009 biennium.
2. The e-portfolio site is up-to-date with actual expenditure and inventory information.
3. The agency's projected/budgeted IT-related expenditures and inventory information for fiscal years 2009, 2010 and 2011 has been updated.
4. The agency does not have any Geographic Information Systems or staff.
5. The IT Security Program and Disaster Recovery/Business Resumption Plans are maintained in accordance with ISB policy and are located in the IT Services Division at the WSLCB's headquarters building in Olympia.
6. The agency's IT Security Program has been reviewed and updated.

Tracy Guerin
August 26, 2008
Page Two

7. The agency is preparing to have the IT Security Standards Compliance audit completed in 2009, within the three years of the previous audit.

If there are any questions regarding these materials, please contact Randy Simmons, Administrative Services Division Director at 664-1671.

Sincerely,



Pat Kohler
Administrative Director, WSLCB

PK:lkr

CC: Randy Simmons, Director, Administrative Services Division, WSLCB
Richard Duchaine, Department of Information Services
Roger Deming, Deputy Director, ITS Division, WSLCB